

**From:** **Nonresponsive based on revised scope**  
**Sent:** 10/27/2022 7:49:30 PM  
**To:** Esposito, Karen [esposito.karen@epa.gov]; McCauley, Joanna [McCauley.Joanna@epa.gov]  
**CC:** Wagner, Christine [Wagner.Christine@epa.gov]  
**Subject:** RE: Shiloh Church Road Removal Sampling and Data Management September 2022 - Backup

Hi Karen,

Thank you for your response and for clarifying. A credit will be applied on the next invoice for the adjustments in per diem, and moving forward this will be followed as the site will be considered long term.

I will also make sure the team is aware of the fuel charges and moving forward how they will be disallowed. I will discuss with the Project Manager further about the move/demove times for Shiloh, and make sure the entire team is aware of this as well. This should be an isolated incident and I will make sure it is handled.

Please let me know if you have any further questions or concerns.

Thank you,

**Nonresponsive based on revised scope**

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**From:** Esposito, Karen <esposito.karen@epa.gov>  
**Sent:** Thursday, October 27, 2022 2:01 PM  
**To:** **Nonresponsive based on revised scope** McCauley, Joanna <mccauley.joanna@epa.gov>  
**Cc:** Wagner, Christine <Wagner.Christine@epa.gov>  
**Subject:** RE: Shiloh Church Road Removal Sampling and Data Management September 2022 - Backup

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1. Shiloh has been deemed a long-term site based on the time spent in the field by START. Regardless of whether a new TD is issued, the site remains as a long term site and per diem is reduced, as Joanna has stated. Please provide adjustments on the next invoice to reflect the reduced per diem on whatever TD has it charged at the full rate.
2. The next time a fuel charge is reported and it does not correlate to an actual site travel date, the charges will be disallowed. Since we cannot disallow a single charge, this will cause the entire Task Order invoice to be disallowed.
3. As for move/demove, each employee may be different but it is always whichever is the least cost to the govt. If someone took a different route and it cost more than a previously taken route by the same person, the Govt should not

incur the greater charge. If that is the case, EPA should receive a credit for the upcharge. Again, I emphasize, whichever route is most cost-effective and closest- be it from an employee's residence or the office. Not various routes, at whim, per employee.

Thank you,

*Karen Esposito*

Project Officer, START  
Program Support Section (3SD42)  
Program Support and Cost Recovery Branch  
Superfund Emergency Management Division  
EPA -Region III Philadelphia, PA  
215-814-2336 (office)

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**From:** Nonresponsive based on revised scope

**Sent:** Thursday, October 27, 2022 1:44 PM

**To:** McCauley, Joanna <McCauley.Joanna@epa.gov>

**Cc:** Esposito, Karen <esposito.karen@epa.gov>; Wagner, Christine <Wagner.Christine@epa.gov>

**Subject:** RE: Shiloh Church Road Removal Sampling and Data Management September 2022 - Backup

Hi Joanna,

Thank you for your response. I have explained to the team time and time again that fuel charges need to align with fieldwork, but I will be sure to do so again so this issue does not persist.

I will be happy to help resolve this and adjust the invoice as necessary. Karen/Chris – Please let me know how best to proceed.

Thank you,

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**From:** McCauley, Joanna <McCauley.Joanna@epa.gov>

**Sent:** Thursday, October 27, 2022 11:02 AM

**To:** Nonresponsive based on revised scope

**Subject:** Re: Shiloh Church Road Removal Sampling and Data Management September 2022 - Backup

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See below in bold

On Oct 26, 2022, at 2:22 PM, **Nonresponsive based on revised scope** wrote:

Hi Joanna,

I spoke with the Project Manager about the charges in question. For this project, while it is part of a continuation of TDs associated with the Shiloh project, we were under the impression that it was not considered a long-term site until after a 60 day duration. Full per diem was billed due to the project not being considered long-term during the associated fieldwork.

The contract states that personnel subject to the limitation include alternate or relief personnel moving to an existing long-term site. Since you've had a TDD at this site for several years anybody who goes in or out at any time now is subject to that limitation.

The fuel charge should have been noted on the MSR that it was not aligned with the fieldwork. This was due to refueling the vehicle once he returned to the office. The delay in the fuel charge/returning to the office was because of the holiday weekend. He topped off the vehicle on Monday 9/5, following the drive back from the site to the Pittsburgh Office.

This has been discussed on past invoices and the employees were supposed to be instructed not to do this. please put out an email to everyone informing them that this is not acceptable. Fuel should not be purchased when the vehicle is not being used for site related work.

In response to the travel time differences, this is due to different routes being taken by field staff (traveling separately). Both personnel traveled from the Pittsburgh Office, but different routes taken resulted in the time differences.

We have always set a standard mob and D-Mob time based on the location of the office or home whichever is closest. Typically that time does not change every time someone mobs or demobs to the same location.

I will defer to Karen and Chris on these issues. I believe that the yea or nay should be handled at a higher level than myself.

I hope this explanation is helpful, but please let me know if you would like any additional details.

Thank you!

**Nonresponsive based on revised scope**

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**From:** Esposito, Karen <esposito.karen@epa.gov>

**Sent:** Wednesday, October 26, 2022 1:26 PM

**To:** Nonresponsive based on revised scope

**Subject:** FW: Shiloh Church Road Removal Sampling and Data Management September 2022 - Backup

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  please respond to issues raised below.

Thank you,

*Karen Esposito*

Project Officer, START

Program Support Section (3SD42)

Program Support and Cost Recovery Branch

Superfund Emergency Management Division

EPA -Region III Philadelphia, PA

215-814-2336 (office)

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**From:** McCauley, Joanna <McCauley.Joanna@epa.gov>

**Sent:** Wednesday, October 26, 2022 12:53 PM

**To:** Wagner, Christine <Wagner.Christine@epa.gov>

**Cc:** Esposito, Karen <esposito.karen@epa.gov>

**Subject:** FW: Shiloh Church Road Removal Sampling and Data Management September 2022 - Backup

I have reviewed and have the following comments:

Employees have access to accommodations with full kitchen (and one used this hotel). Full per diem should not be billed per contract.

Fuel was purchased on 9/5 by Ridgway but they were not on site.

There are three charges for move/demove/travel and they are all different. It should be a standard move time from office or home, whichever is closest.

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**From:** Nonresponsive based on revised scope

**Sent:** Wednesday, October 19, 2022 10:08 AM

**To:** McCauley, Joanna <McCauley.Joanna@epa.gov>

**Cc:** Esposito, Karen <esposito.karen@epa.gov>; Wagner, Christine <Wagner.Christine@epa.gov> Nonresponsive based on revised scope

**Nonresponsive based on revised scope**

**Subject:** Shiloh Church Road Removal Sampling and Data Management September 2022 - Backup

Hi Joanna,

Attached (2) is the September 2022 backup for Shiloh Church Road Removal Sampling and Data Management, as well as the MSR. Please note the attached backup may include additional receipts since Tetra Tech systems pulls all receipts. Due to this, please refer to the September 2022 invoice as the main document for your review and not the additional backup/receipts that you may encounter.

Please let me know if you have any questions.

Thank you!

# Nonresponsive based on revised scope

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